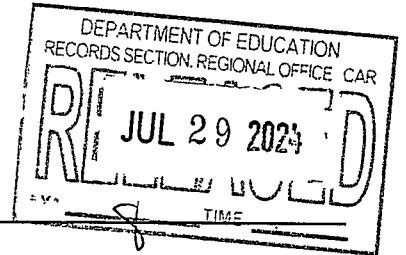




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



July 26, 2024

REGIONAL MEMORANDUM

No. 490-2024

**DISSEMINATION OF AN UNNUMBERED MEMORANDA FROM THE
UNDERSECRETARY OF FINANCE
(REGISTRATION TO GSIS TOUCH FOR DEPED PERSONNEL)**

To : Assistant Regional Director
All Schools Division Superintendents
School Heads
All Others Concerned

1. Enclosed is a copy of an unnumbered Memoranda dated July 22, 2024 on "Registration to Government Service and Insurance System (GSIS) Touch for All DepEd Teaching and Non-Teaching Personnel" from Undersecretary Annalyn M. Sevilla, for information.
2. Immediate dissemination and compliance to the above mentioned memorandum is desired.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director 

Encl. as stated

ASD/OCAO/connie



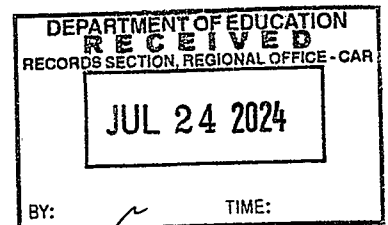
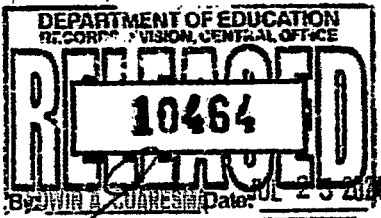
Address: DepEd-CAR Compound, Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318
Email Address: car@deped.gov.ph

 DepEd Tayo Cordillera

 <https://depedcar.ph>



Certificate No. P1P-GMS
24 93 0192



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR FINANCE

MEMORANDUM

July 22, 2024

For : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
CENTRAL OFFICE PERSONNEL
ALL TEACHING AND NON-TEACHING PERSONNEL

FROM : *Annalyn M. Sevilla*
ANNALYN M. SEVILLA
Undersecretary

SUBJECT : **REGISTRATION TO GOVERNMENT SERVICE AND INSURANCE**
SYSTEM (GSIS) TOUCH FOR ALL DEPED TEACHING AND NON-
TEACHING PERSONNEL

To ensure that all DepEd teaching and non-teaching personnel are fully informed about the service and advantages offered by GSIS, this office strongly encourages and advocates the registration to the "GSIS Touch" which is a vital platform that facilitates convenient access to GSIS benefits and services.

The following are the steps to register to the GSIS Touch:

Step 1: Open an Account

- Download the GSIS TOUCH MOBILE APP.
- Enter your Birthdate and BP number to create an account.

Step 2: Enter the One Time Pin (OTP)

- An OTP will be sent to your registered mobile number.
- Enter the OTP on the portal to validate your registration.

Step 3: Create Username and Password

- Follow the prompts to create a username and password for your GSIS touch account.

If your mobile number is not registered or needs updating, use any of the following materials:

- Visit GWAPS Kiosk
- Contact the Authorized Agency Officer (AAO), or
- Visit the nearest GSIS Branch



Address: 2F Rizal Bldg., DepEd Complex Meralco Avenue, Pasig City
Telephone Nos.: (02) 8633-9342 TeleFax No: (02) 8638-3703
Email Address: usec.financebpm@deped.gov.ph

All personnel must complete the registration process for GSIS Touch. Failure to comply may result in delays in accessing GSIS benefits and services.

Immediate dissemination and compliance with this Memorandum are desired. For inquiries, please contact **Finance Service - Employee Account Management Division (FS-EAMD)** at 8633-7248 or email at fs.eamd@deped.gov.ph.

AS 7/22

